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Soviet Chief, Shaping New Rule, Promotes Three to the Politburo

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MOSCOW, April 23— Mikhail S. Gorbachev moved quickly today to shape his new administration, promoting three men to full membership in the ruling Politburo and adding two other officials to the Soviet leadership group.

The promotions came at a meeting of the Communist Party's Central Committee.

Named to full membership were Yegor K. Ligachev, the national party secretary in charge of high-level appointments; Nikolai I. Ryzhkov, the economic specialist in the party's Secretariat, and Viktor M. Chebrikov, head of the K.G.B. security police.

Average Politburo Age Drops

All three men had been promoted to their current positions under Mr. Gorbachev's own mentor, Yuri V. Andropov, whose policies of discipline and economic reorganization are also the keystones of the Gorbachev era.

The promotions raise to 13 the number of full members of the Politburo, which had been reduced by a series of deaths from a high of 16 a decade ago. They accelerate the shift toward a younger leadership that is symbolized by Mr. Gorbachev himself, who is 54.

With today's promotions, the average age of the Politburo drops from 67.1 to 65.5.

In his speech to the Central Committee meeting today, Mr. Gorbachev called for "the right blend of experienced and young workers."

Mr. Ligachev, who is 64, and Mr. Ryzhkov, who is 55, moved directly into full membership of the Politburo, skipping the customary step of candidate membership.

With their promotion, there are now four people who are members of both the Politburo and the Secretariat, the two top bodies constituting the Soviet leadership. The two others are Mr. Gorbachev himself, as the General Secretary, and Grigory V. Romanov.

The two new people in the leadership group are Viktor P. Novikov, 56, who became the national party secretary in charge of agriculture, a post once held by Mr. Gorbachev, and Marshal Sergei L. Sokolov, the 73-year-old Defense Minister, who was made a candidate, or nonvoting, member of the Politburo.

Marshal Sokolov's promotion was seen as a gesture to the military, which lost its Politburo representation with the death in December of Defense Minister Dmitri F. Ustinov, who was a full member of the Politburo.

The Soviet leadership group consists of the Politburo, which is the top policy-making body, and the Secretariat, which carries out the policy decisions.

It was also announced today that the party congress, which is convened once every five years, will meet Feb. 25, 1986. It will approve a new party charter, the next five-year plan, 1986-1990, and the composition of a new Central Committee, which endorses party policies between congresses.

Speaking today of the need for younger leadership, Mr. Gorbachev said:

"Communists in their letters to the Central Committee call attention to the fact that some leaders, holding one and the same post over a long period, often cease to see new things, and reconcile themselves to shortcomings. There is food for thought here, to seek ways for a more active promotion of our leading cadres."

Much like Mr. Gorbachev himself, both Mr. Ligachev and Mr. Ryzhkov have risen rapidly to high office.

In Charge of Personnel

After spending 17 years as the party leader in Tomsk Province, in Siberia, Mr. Ligachev was brought to Moscow by Mr. Andropov in 1983 to head the Secretariat department responsible for personnel matters. In that position he has had control over the selection, training and appointments of high-level officials throughout the nation.

Mr. Ryzhkov is a self-made man who rose over 20 years from shift foreman on the floor of the Uralsmash heavy machinery plant in Sverdlovsk to plant director.

He was moved to Moscow in 1975 to become First Deputy Minister of Heavy and Transport Machine-Building and then served as a first deputy chairman of Gosplan, the central plan-

ning agency from 1979 to 1982, when he was moved to the Secretariat to head the economic department.

Mr. Nikonov is a former party official in the Volga region, serving first in the Tatar Autonomous Republic and then as the party chief of the Mari Autonomous Republic for 12 years, until 1979. He was then moved to Moscow to become a Soviet Deputy Agriculture Minister. Since 1983, he has been the Agriculture Minister of the Russian republic, the most important of the Soviet Union's 15 states.

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